

**BOARD FOR CONTRACTORS COMMITTEE**  
**MEETING DRAFT MINUTES**

The Board for Contractors Committee (The Committee) met on Monday, January 10<sup>th</sup>, 2011, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Erby G. “Rudy” Middleton, III, Chairman  
Bailey Dowdy, Vice Chairman  
Herbert “Jack” Dyer, Jr.  
Doug Murrow  
Chancey Walker

Mr. Gelardi and Mr. Vander Pol were absent.

The following DPOR staff attended the meeting:

Eric L. Olson, Executive Director  
Adrienne Mayo, Regulatory Boards Administrator  
Leas Roth, Licensing and Education Administrator  
Karen Bullock, Administrative Assistant  
Chris Kunkel, Licensing and Education Specialist

Chairman Middleton called the meeting to order at 2:05 p.m.

**Call To Order**

The Meeting Agenda was approved unanimously. Motion made by **Mr. Dyer** seconded by **Mr. Dowdy**.

**Approval of Agenda**

The Minutes from the December 6, 2010, Committee meeting were adopted as drafted by unanimous vote. Motion made by **Mr. Walker**, seconded by **Mr. Dowdy**.

**Minutes Adopted**

There was no Public Comment.

**Public Comment**

Items requiring Board action are marked with an asterisk (\*):

**Education Provider Applicants:**

**Education Provider Applications\***

Applications for proposed education providers and courses were reviewed and the Committee recommendations are as follows:

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Dowdy**, the Committee unanimously recommended that the Board approve (3 classes) Elite CEU, Inc. – (Electrical) Continuing Education in the classroom course.

**Elite CEU, Inc.**

Mr. Dale Moore, on behalf of Virginia Technical Institute attended the meeting and addressed the Committee.

**Virginia Technical Institute**

After discussion, and a motion by **Mr. Walker**, seconded by **Mr. Murrow**, the Committee unanimously recommended that the Board approve (12 classes) Virginia Technical Institute – (Electrical, Plumbing and HVAC) Vocational Education in the classroom – 72 hours per semester with a possibility of 4 semesters/4 courses (2 years) for each trade. Possibility of 288 hours total. Continuing Education in the classroom.

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Dowdy**, the Committee unanimously recommend that the Board approve (3 courses) Harford Co. Electrical Contractors Assoc. & Apprenticeship – (Electrical) Continuing Education in the classroom course.

**Harford Co. Electrical Contractors Assoc. & Apprenticeship**

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Walker**, the Committee unanimously recommended that the Board approve (1 course) Eichelbergers, Inc. (Electrical) Continuing Education in the classroom course.

**Eichelbergers, Inc.**

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Walker**, the Committee unanimously recommended that the Board approve Virginia Water Well Association – (Water Well) Continuing Education and Vocational course.

**Virginia Water Well Association**

Mr. Richard G. Murphy, on behalf of Washington, D.C., Local 26-Joint Apprenticeship NOVA attended the meeting and addressed the Committee.

**Washington, D.C.,  
Local 26-Joint  
Apprenticeship NOVA**

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Walker**, the Committee unanimously recommended that the Board approve Washington, D.C., Local 26-Joint Apprenticeship NOVA (Electrical) vocational in the classroom – 9 courses, 4 courses at 42 hours, 2 courses at 90 hours and 3 courses at 180 hours.

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Dowdy**, the Committee unanimously recommended that the Board approve M.S. Electrical Training, LLC- (Electrical) Continuing Education in the classroom 2 courses

**M.S. Electrical  
Training, LLC**

Mr. Yuk, Mr. Lee and Mr. Cho, on behalf of Vocational School of Korean American Association NOCA attended the meeting and addressed the Committee.

**Vocational School of  
Korean American  
Association NOVA**

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Walker**, the Committee unanimously recommended that the Board approve Vocational School of Korean American Association NOVA (Electrical and HVAC) Vocational Education in the classroom: 3 courses: 2 HVAC courses -40 hours each course and 60 hours for electrical.

There was no old business.

**Old Business**

**a. Examination Registration Requirement – Fingerprint cards**

Adrienne Mayo, Regulatory Boards Administrator, shared with the committee that a fellow Board member, Deborah Tomlin has requested the Board consider fingerprint cards as an examination registration requirement for all contractor applicants.

**New Business**

Eric Olson, Executive Director shared with the committee statutory restrictions

involving release of data for fingerprint card requests. To assist with the discussion of this matter the committee will request Ms. Tomlin share her concerns involving the request. The committee determined to continue this matter until the April 2011 meeting.

**b. Chimney Sweeps – Regulatory Review**

The Committee after discussion affirmed the Board's current policy which requires a licensed HVAC tradesman or a licensed contractor with the HVAC trade classification must install or replace a flue or chimney liner whenever the work compromises the integrity of the structure.

The committee recommends the Board create as a specialty “chimney sweeps” and request board staff for regulatory review draft language for committee review and recommendation.

**c. Formal Vocational Training - Department of Corrections\***

Adrienne Mayo, Regulatory Boards Administrator, shared with the committee that the Department of Correctional Education (DCE) is an independent school district and that these schools are accredited by the Virginia Department of Education and the technical education teachers meet state certification and endorsement standards. Board staff requested the committee consider accepting completed DCE trade courses as formal vocational training. The committee considered staff's recommendation and request the Board accepts as formal vocational training, courses completed in the trades administered by the Virginia Department of Corrections.

**d. Regulation Review\***

The committee reviewed suggested amendments by staff NOIRA for the Board for Contractor Regulations. Upon review of the suggested amendments by staff the committee recommends the board approve the regulations as proposed with amendments.

Chairman Middleton entertained a motion to adjourn from **Mr. Dowdy**, **Adjourn** seconded by **Mr. Walker** and approved unanimously by the Committee. The meeting adjourned at 3:15 p.m.

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Erby G. “Rudy” Middleton, III, Chairman

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Date